

APPENDIX A

PLAN IMPLEMENTATION

The City of Liberty Lake Comprehensive Plan provides goals for achieving a future that is perceived as being better than the future that would happen without planning and a set of policies that will guide the City toward that future. Developing a meaningful implementation, monitoring and evaluation program is essential if the goals and policies of the plan are to be realized over the 20-year planning period. Implementation of the City of Liberty Lake Comprehensive Plan will require specific regulations such as zoning and design standards to shape the strategy of the Plan into reality. Coordination and cooperation among various jurisdictions, service providers, and agencies is essential for the successful implementation of the plan. In addition to the City of Liberty Lake, these entities include Spokane County, various service providers, and various state and federal agencies. The purpose of this element is to discuss how implementation of the goals and policies embodied in the City of Liberty Lake Comprehensive Plan will proceed successfully. It will discuss Growth Management Act (GMA) requirements, major issues involved in implementation, interjurisdictional coordination, and implementation strategies.

Growth Management Act Requirements

Spokane County and each city that is located within the county shall adopt a Comprehensive Plan and development regulations that are consistent with and implement the Comprehensive Plan” (RCW 36.70A.040[4][d]). Regulations must be consistent with Comprehensive Plans developed pursuant to the act and they must implement those Comprehensive Plans” (WAC 365-195-800).

Major Issues

Coordination and Cooperation Among Jurisdictions, Service Providers and Agencies

Implementation of the City of Liberty Lake Comprehensive Plan will require specific coordination efforts to assure consistency between and among neighboring entities’ plans to manage growth. “The Comprehensive Plan of each county or city that is adopted...shall be coordinated with, and consistent with, the Comprehensive Plans adopted pursuant to RCW 36.70A.040 of other counties or cities with which the county or city has, in part, common borders or related regional issues” (RCW 36.70A.100). In addition, “state agencies shall comply with the local Comprehensive Plans and development regulations and amendments thereto adopted pursuant to this chapter” (RCW.36.70A.103). The City of Liberty Lake will work with Spokane County to develop interlocal agreements for managing development in the joint planning areas.

Urban Growth Areas (UGAs)

The City of Liberty Lake will work with Spokane County to address the urban growth area boundary, service issues, and standards as outlined in the Countywide Planning Policies.

Critical Areas/Resource Lands

The City of Liberty Lake adopted the Spokane County Critical Areas Ordinance by reference prior to incorporation, however the City currently does not contain any designated critical areas. The ordinance will be updated or modified as the need arises.

Shoreline Master Programs

The 1995 amendments to RCW 90.58 require a shoreline element in Comprehensive Plans adopted under GMA. Shoreline management regulations must be adopted that are consistent with the Comprehensive Plan and other regulations, such as critical areas and open space. The City of Liberty Lake has addressed shorelines within the Comprehensive Plan as a planning measure for the future, but currently the City does not contain any shorelines.

Stormwater Management Plans

Stormwater management requires the cooperation of all jurisdictions within a stormwater management area, since water is not influenced by municipal boundaries. The state requirements for management of stormwater quality in the area will require significant capital investment. Innovative planning at a more detailed level is necessary to solve storm drainage problems in areas currently experiencing drainage problems. To meet this challenge, cooperation is needed among the affected jurisdictions.

Open Space Corridors

Each city and county shall identify open space corridors within and between urban growth areas (RCW 36.70A.160). Open space corridors must include lands useful for recreation, wildlife habitat, trails, and connection of critical areas. Natural features that favor open space corridors may not end at the city limits. For an open space corridor to fulfill its intended functions (e.g., aesthetics, recreation, wildlife migration, definition of urban form, etc.), coordinated planning is needed. Additional regulations may be necessary to protect open space; these regulations may take the form of a residential cluster ordinance, bonus density provisions, or critical-area regulations.

Essential Public Facilities

Some public facilities are essential to the community, but difficult to site (e.g., jails, landfills, sewage treatment plants, etc.). Proposals for these facilities typically generate a “not-in-my-back-yard” (NIMBY) response from neighboring residents. These facilities cannot be excluded in a Comprehensive Plan under the Growth Management Act. The City of Liberty Lake has entered into an interlocal agreement to follow the *Spokane County Regional Siting Process for Essential Public Facilities* when siting facilities of a state-wide or regional/county-wide significance. Unless it is otherwise preempted by state or federal laws, the *Spokane County Regional Siting Process for Essential Public Facilities* will apply to any and all future efforts to site an essential public facility of statewide or regional/ countywide significance within Spokane County and its cities. The siting of essential public facilities (EPFs) needs to be addressed in the zoning code.

Transportation Plan

The City of Liberty Lake Transportation Improvement Program (TIP) identifies specific projects, their cost, and a source of funding. This plan is updated each year, consistent with the adopted goals, policies, and plan maps, to respond to emerging needs.

Joint Planning/Interlocal Agreements

The GMA requires the establishment of Urban Growth Areas (RCW 36.70A.110). The Growth Management Act further establishes that Spokane County and the City of Liberty Lake must plan jointly in the establishment of Urban Growth Areas and for future activity within those

areas. Policies for joint city and county planning within urban growth areas are required (RCW 36.70A.210[3][f]).

Implementation Strategies

Implementation is the key to effective land use planning. A statement of goals and policies is an important first step in planning. In the final analysis, however, it is a community's combination of regulations, incentives, and other implementation techniques that will make a land use plan a success or a failure. While zoning is the workhorse of land use regulation, it is not a cure-all. In some cases, a combination of regulation, incentives, acquisition, and public improvements may be necessary to address a particular problem effectively. Developing the right combination requires creativity, sensitivity, experimentation, and an understanding of all the facets of the problem. An awareness of the experiences of other communities and a recognition of the limitations of many individual regulatory tools is also necessary. Implementation can be the most creative aspect of land use planning.

Several types of measures can be employed to implement the Comprehensive Plan. Zoning regulates the use of land. In other words, zoning specifies what can and cannot be done to develop or use land within the community. The Capital Facilities Plan is an implementation tool that directs public decisions about how to spend dollars. All land uses and land development require supporting facilities and services. The community's decisions about the level of public investment which will be spent in what locations at what time for such facilities has a significant effect on when, where and the cost of development. Through impact fees and other measures, communities can require developers to finance a proportionate share of the facilities to support each development. Policies may also call for the development of more specific plans and programs to carry out actions. These specific plans and programs, when developed, should then direct specific implementation approaches. The following is an outline of 13 implementation strategies that may be used by the City to facilitate accomplishing the goals and policies within the Comprehensive Plan.

1. Revise zoning designations and official zoning maps for the City of Liberty Lake to be consistent with the Comprehensive Plan Land Use Map, goals, and policies.
2. Develop new, or modify existing, subdivision and zoning standards.
3. Develop urban design standards, consistent with the City's Comprehensive Plan, that will promote and support a well-integrated community, provide a heightened sense of livable community, present opportunity for public gathering, and that enhance and is compatible with the City's setting and natural scenic resources.
4. Develop interlocal agreements with Spokane County to facilitate and accomplish joint planning and consistent development regulations within the designated Joint Planning Areas.
5. Develop a Transportation Improvement Program (TIP) that is consistent with and complements land use and transportation planning policies.
6. Ensure that adopted zoning regulations are consistent with housing policies of the Comprehensive Plan, with adequate provision for affordable and special-needs housing.
7. Develop a comprehensive Capital Facilities and Utilities Plan which is updated on a yearly basis.
8. Promote economic development through the implementation of programs and policies as outlined in the Economic Development section of the Comprehensive Plan.

9. Protect existing open spaces and promote the establishment of new interconnected open spaces, consistent with the policies of the Comprehensive Plan.
10. Protect the natural environment through the adoption and enforcement of programs and regulations concerning critical areas, shorelines, ground- and surface water quality and quantity, and air quality (as applicable).
11. Develop a comprehensive Performance Measurement program to evaluate and monitor the effectiveness of the Comprehensive Plan.
12. Provide an annual review and report on the effectiveness of the Comprehensive Plan. Provide for yearly amendments to the Comprehensive Plan as necessary to realize Comprehensive Plan element visions and goals.
13. Adopt interim regulations as necessary during the time the Zoning Code is being updated.

APPENDIX B

PERFORMANCE MEASUREMENT

After implementation, it is important to monitor the City of Liberty Lake's progress in achieving the adopted goals and policies. Evaluation will be accomplished by developing a Performance Measurement Program that will function to evaluate the progress of the City in its implementation efforts. A yearly review should be conducted to monitor the City's progress so adjustments can be made to the Comprehensive Plan if necessary. By monitoring changes in chosen indicators, the City will get a clear understanding of where it is and what it needs to do differently. The concept of monitoring progress towards the desired future is integral to the Comprehensive Plan process. A well designed Performance Measurement Program can help the Planning Commission, City Council, and the public understand both progress and setbacks in achieving the Plan's principles. More importantly, the program can direct staff and decision makers towards revisions for more effective strategies. A Performance Measurement Program will become the tool that will assess the progress being made by the City towards the goals of the Comprehensive Plan. A Performance Measurement Program measures progress, but also engages community members in a dialogue about the future, identifies areas that need attention and provides an avenue to alter community outcomes.

Growth Management Act Requirements

Legislation contained in the State of Washington's Growth Management Act (GMA) requires the City to prepare and adopt the Comprehensive Plan and regularly report on the outcomes of the Plan. "Each county and city that adopts a plan...shall report to the department annually for a period of five years...and each five years thereafter, on the progress made by that county or city in implementing this chapter" (RCW 36.70A.180[2]).

What Are Community Indicators?

An indicator is a measurement that can be used as a reference or as a standard for comparison. The program should initially focus on key indicators and expand over time. The program should include appropriate indicators from each of the main Plan areas. Each indicator should have the following characteristics:

- Use readily available data
- Be measurable over time, (e.g., annually)
- Provide meaningful information relating to the Plan's principle elements
- Be sensitive to change
- Be easily interpreted

Additionally, each indicator should meet the following criteria.

- It measures an outcome related to the Comprehensive Plan's element visions and to one or more Comprehensive Plan goals or policies.
- Reliable information about the indicator is already collected on a regular basis.
- The relationship between the indicator and the Comprehensive Plan is easily understood.
- When all the indicators are evaluated together, progress towards the framework goals of the Comprehensive Plan is shown.

Different governmental agencies monitor different kinds of data at different geographic levels and at different frequencies. The following are some common indicators that may be monitored by the City of Liberty Lake.

CONCEPT	INDICATOR	SOURCE OF INFORMATION
Urban Growth	1. Residential building permits/ units 2. Employment	City of Liberty Lake Planning & Community Development Dept. Washington State Employment Security Department, City of Liberty Lake Planning & Community Development Dept.
Status of Sprawl	1. Overall residential density change 2. Density of approved preliminary plats 3. Density of multi-family building permits 4. Utilization of previously platted and approved lots and subdivisions 5. Changes in infrastructure availability - where and how much	City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept.
Transportation	1. Average trip distance and time to commute 2. Transit ridership per capita 3. Travel time on congestion management system corridors 4. Total lane miles	Spokane Regional Transportation Council Spokane Transportation Authority City of Liberty Lake Planning & Community Development Dept., Spokane Regional Transportation Council Spokane County Regional Transportation Council
Economic Development	1. Median household income 2. Percent population below poverty 3. Employment change by industry 4. Unemployment rate 5. Industry gain / loss 6. Compare City of Liberty Lake average wage to U.S. average wage 7. Retention of industry	The Real Estate Report, U.S. Dept. of Commerce, U.S. Census Bureau The Real Estate Report, U.S. Census Bureau Spokane Area Economic Development Council Washington State Employment Security Department Spokane Area Economic Development Council U.S. Dept. of Commerce Spokane Area Economic Development Council, Chamber of Commerce

	<p>8. Number of requests to relocate - of requests, how many did relocate?</p> <p>9. Annual assessment of tourism activities - compare on yearly basis</p> <p>10. Fluctuation of number of home-based business</p>	<p>Spokane Area Economic Development Council, City of Liberty Lake Planning & Community Development Dept.</p> <p>Spokane Area Economic Development Council</p> <p>City of Liberty Lake Planning & Community Development Dept.</p>
Housing Affordability	<p>1. Home prices</p> <p>2. Housing affordability index</p> <p>3. Average rent</p> <p>4. Rent / Income Ratios</p> <p>5. Amount of first-time home buyers</p> <p>6. Availability of low-income housing units</p>	<p>The Real Estate Report</p> <p>The Real Estate Report</p> <p>The Real Estate Report</p> <p>The Real Estate Report, City of Liberty Lake Planning & Community Development Dept.</p> <p>The Real Estate Report</p> <p>Spokane Housing Authority</p>
Regulatory Environment	<p>1. Plat applications</p> <p>2. Average time required for final action on re-zoning applications</p> <p>3. Average approval time for preliminary plats</p> <p>4. Average approval time for building permits</p> <p>5. Monitor Planning & Community Development Dept. performance</p> <p>6. Number of planning / zoning hearings held</p> <p>7. Number of citizens testifying in planning process</p> <p>8. Days under development moratorium</p>	<p>City of Liberty Lake Planning & Community Development Dept.</p> <p>City of Liberty Lake Planning & Community Development Dept.</p> <p>City of Liberty Lake Planning & Community Development Dept.</p> <p>City of Liberty Lake Planning & Community Development Dept.</p> <p>Solicit and track public comments</p> <p>City of Liberty Lake Planning & Community Development Dept., Hearing Examiner</p> <p>City of Liberty Lake Planning & Community Development Dept., Hearing Examiner</p> <p>City of Liberty Lake Planning & Community Development Dept., Liberty Lake Sewer & Water District</p>
Parks, Recreation, & Open Space	<p>1. Acres of parks and open space per person</p> <p>2. Pedestrian / bicycle path miles</p> <p>3. Park usage estimates</p> <p>4. Acres of permanent natural open space</p>	<p>City of Liberty Lake Planning & Community Development Dept.</p> <p>City of Liberty Lake Planning & Community Development Dept., City Engineer</p> <p>City of Liberty Lake Planning & Community Development Dept.</p> <p>City of Liberty Lake Planning & Community Development Dept.</p>

	5. Open space taxation acres	City of Liberty Lake Planning & Community Development Dept.
Environment	1. Number of days in each air quality index category 2. Number of separate air quality violations 3. Nitrate levels in public water supplies 4. Incidence of groundwater supply contamination	Spokane County Air Pollution Control Authority Spokane County Air Pollution Control Authority Washington Dept. of Health, Public Water Purveyor Public Water Purveyor
Land Supply	1. Vacant, underutilized, partially used land 2. Preliminary plat lots 3. Final plat lots, binding site plans, and certificates of exemption 4. Monitor land availability in each land use category 5. Monitor rezones 6. Maintain a current map of submitted and approved land use applications 7. Number and type of building permits 8. Acreage of critical areas 9. Acreage in RCW 84.34 - Current Use Taxation Program 10. Number of Comprehensive Plan amendments 11. Ratio of buildable lands to critical areas	City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept. Spokane County Assessor's Office City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept.
Citizen Participation Coordination	1. Number of appeals to Growth Management Hearings Board 2. Maintain and publish any citizen input regarding the Comprehensive Plan	Eastern Washington Growth Management Hearings Board City of Liberty Lake Planning & Community Development Dept.
Public Facilities and Services	1. Number of students per square foot in school district 2. Distance of residence from fire station 3. Police officers per 1,000 population	Central Valley School District City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept., Liberty Lake Police Dept.

	4. Average police response time 5. Average response time to fire alarm 6. Amount of library space per 1,000 population 7. Mean and median student miles to school	Liberty Lake Police Dept. Spokane County Fire District #1 or Central Dispatch City of Liberty Lake Planning & Community Development Dept. Central Valley School District
Historic Preservation	1. Number and value of building permits for remodeling / rehabilitation per unit of residential inventory 2. Number of sites subtracted from and added to NRHP	City of Liberty Lake Planning & Community Development Dept. City of Liberty Lake Planning & Community Development Dept.

This list is partially taken from recommendations from the *Economic Analysis of Interim Urban Growth Area Alternatives for Spokane County, Washington*, November 1996. Through the citizen participation process, indicators may become more specific, be changed and/or new indicators added. The Performance Measurement Program will be designed to provide early warning if the policies are not having their intended effects. The system will provide sufficient information to enable policy-makers to determine whether different actions to implement the policies are needed or whether revisions to the policies are required.

The results of the monitoring and evaluation program should be presented annually in a public report to the Planning Commission. The report should include proposed revisions to the Plan to promote its viability and the viability of the City planning process. This report, for maximum effectiveness, should be prepared in accordance with the City's annual budget cycle, so proposed work items can be included in budget requests.

Performance measurement can be used to help the City of Liberty Lake establish priorities, take actions, and direct resources to solve problems identified in the City of Liberty Lake Comprehensive Plan, as well as comply with RCW 36.70A.180, yearly report requirements.

APPENDIX C

ACRONYMS & ABBREVIATIONS

ADU -	Accessory Dwelling Unit
BMP -	Best Management Practice
CBD -	Central Business District
CFP -	Capital Facility Plan
CIP -	Capital Improvement Plan
CTR -	Commute Trip Reduction
CWPP -	County-Wide Planning Policies (Spokane County)
DOE -	Washington State Department of Ecology
DU/AC -	Dwelling unit per acre
EIS -	Environmental Impact Statement
EMS -	Emergency Medical Services
FCC -	Federal Communications Commission
FEMA -	Federal Emergency Management Act
GIS -	Geographic Information System
GMA -	Growth Management Act (Washington State)
HOV -	High Occupancy Vehicle
HUD -	Housing and Urban Development (Federal)
LID -	Local Improvement District
LOS -	Level of Service
NEPA -	National Environmental Policy Act
RCW -	Revised Code of Washington
ROW -	Right of Way
SEPA -	State Environmental Policy Act
SOV -	Single Occupant Vehicle
SRTC -	Spokane Regional Transportation Council
TIP -	Transportation Improvement Program
TDM -	Transportation Demand Management
UGA -	Urban Growth Area
WAC -	Washington Administrative Code
WSDOT -	Washington State Department of Transportation



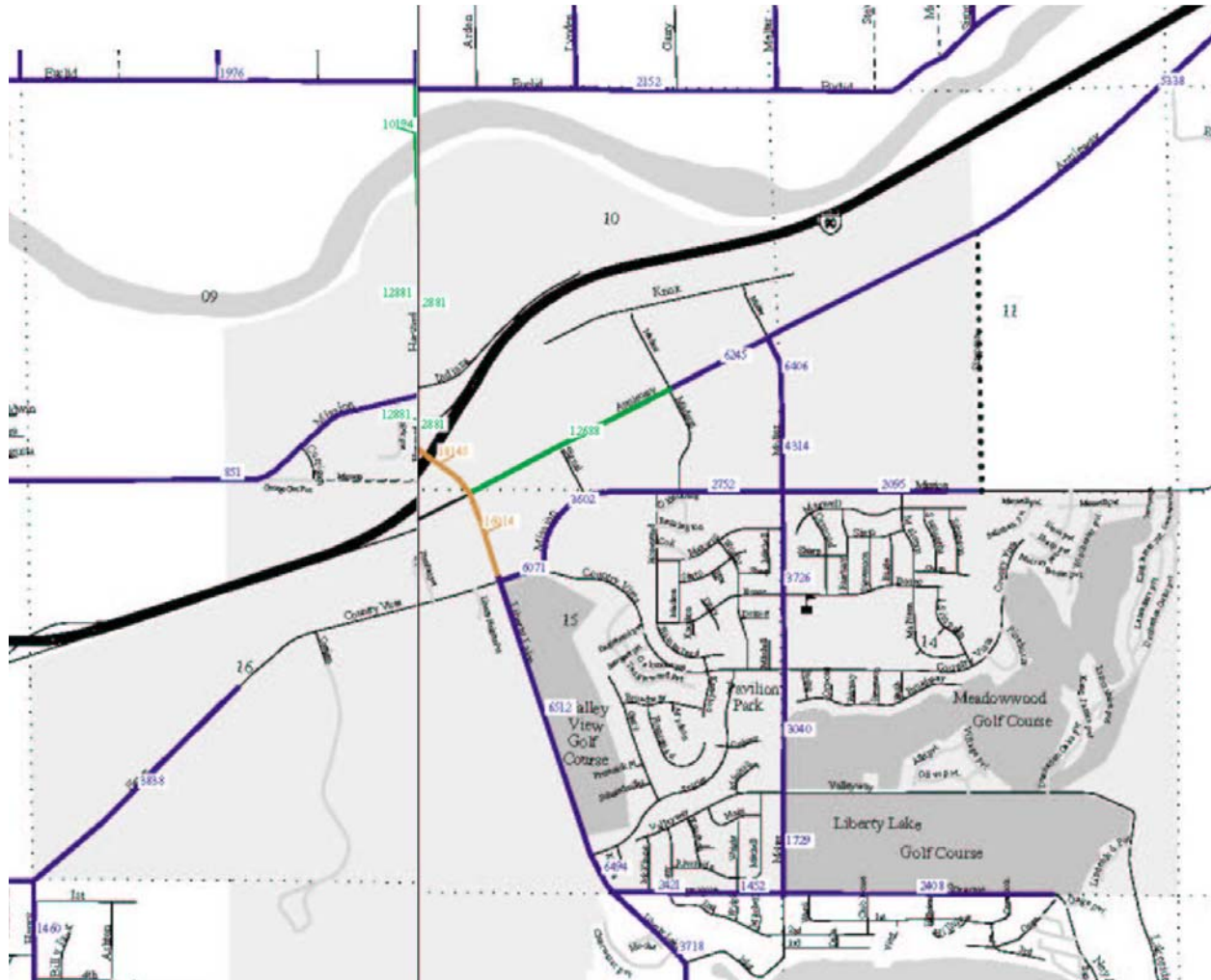
APPENDIX D

REFERENCES

WAC 365-195 & RCW 36.70A
Spokane County Boundary Review Board Liberty Lake Incorporation Study
Spokane County Comprehensive Plan
Spokane County 2001 Road Standards
Countywide Planning Policies for Spokane County
City of Lakewood Comprehensive Plan
City of Lake Forest Park Comprehensive Plan
City of Covington Comprehensive Plan
Human Services, City of Issaquah
Cathedral City Community Image and Urban Design Element (Ahwahnee Principles)
City of Bellevue Comprehensive Plan
US Dept. of Housing and Urban Development (HUD)
WA Center for Real Estate Research
Spokane Association of Realtors
Washington State S.T.I.P. 2003-2005
US Census Bureau
Greenstone Corporation
Stephen E. Liberty Manuscript Collection
Memories of Liberty Lake, by Mildred Brereton & Evelyn Foedish, 1951
Liberty Lake, Spokane's Inland Seashore by Peak Video Productions 2002
NW Museum of Arts & Culture (MAC)/ Eastern WA State Historical Society, Spokane, WA
 MAC historical photographs within Cultural & Historical Resources Element
 Inland Electric Railroad Depot, Maynard Rikerd Collection, MAC #L88-408.1103
 Orchard tract on north edge of Liberty Lake, David C. Guilbert, MAC #L94-9.148
 Liberty Lake Park & dance pavillion, Libby, MAC #L87-1.18385-20
 Pleasure boat "The Ermine", Hudson, MAC #L85-245
 Liberty Lake grocery & post office at Wayside Beach, MAC #L85-248
 Crescent Silver Cornet Band, Crescent Collection, MAC #L85-79.255
Saga of the Coeur d'Alene Indians, and account of Chief Joseph Seltice, edited by Edward Kowrach
Ross Schneidmiller Collection
Holiday Hills pictures supplied by Acuff family for Liberty Lake, Spokane's Inland Seashore video
Saga of A Western Town, Spokane, by Jay Kalez, 1972
Various articles in the Spokane Chronicle/ Spokesman Review, written by Jay Kalez

APPENDIX E

DAILY TRAFFIC COUNTS



	Townships		Traffic Counts		Incorporated
	Sections		25000+		County Property
	Roads		20000- 24999		State Property
	Arterials		15000- 20009		Interstate Highway
	Highways		10000- 14999		U.S. Highway
	Railroads		0- 9999		State Highway
	Rivers & Streams				Schools

Traffic count maps obtained from Spokane County Division of Engineering & Roads

APPENDIX F

6 YEAR CAPITAL FACILITY PLAN

**City of Liberty Lake 2005.5 - 2011 Capital Facilities Plan,
August 2, 2005**

Available at:

**City of Liberty Lake
Planning & Community Development Dept.
22710 E. Country Vista Blvd.
Liberty Lake, WA 99019
(509) 755-6708**

APPENDIX G

STATE TRANSPORTATION IMPROVEMENT PROGRAM

**State Transportation Improvement Program,
October 24, 2002**

Available at:

**City of Liberty Lake
Planning & Community Development Dept.
22710 E. Country Vista Blvd.
Liberty Lake, WA 99019
(509) 755-6708**

APPENDIX H SPOKANE COUNTY REGIONAL SITING PROCESS FOR ESSENTIAL PUBLIC FACILITIES (EPF's)

**Spokane County Regional Siting Process for
Essential Public Facilities, June 21, 2002 &
Interlocal Agreement Attachment "A".**

Available at:

**City of Liberty Lake
Planning & Community Development Dept.
22710 E. Country Vista Blvd.
Liberty Lake, WA 99019
(509) 755-6708**